

# APPLICATION FOR ADMISSION

## CONFIDENTIAL LETTER OF RECOMMENDATION FOR THE MANDEL SCHOOL OF APPLIED SOCIAL SCIENCES

Applicant Name \_\_\_\_\_  
(Please Print)

is applying for admission to the Mandel School for a Master's degree in Social Work.

This section to be completed by reference respondent: (NOTE: Confidentiality of letters of recommendation cannot be guaranteed unless applicant waives right of access below.)

How do you know the applicant, and for how long? \_\_\_\_\_

Please indicate the applicant's ability and professional competence in comparison to other individuals whom you have known at similar stages in their careers.

|  | Exceptional<br>Top 1% | Outstanding<br>Upper 10% | Very Good<br>Upper 15% | Above Avg.<br>Upper 25% | Average.<br>Upper 50% | Average.<br>Lower 50% | Inadequate<br>Opportunity<br>to Observe |
|--|-----------------------|--------------------------|------------------------|-------------------------|-----------------------|-----------------------|---|
| a. General knowledge                                     |                       |                          |                        |                         |                       |                       |   |
| b. Knowledge in chosen field                             |                       |                          |                        |                         |                       |                       |   |
| c. Self-reliance, motivation, and seriousness of purpose |                       |                          |                        |                         |                       |                       |   |
| d. Originality   |                       |                          |                        |                         |                       |                       |   |
| e. Emotional maturity                                    |                       |                          |                        |                         |                       |                       |   |
| f. Ability to make sound judgments                       |                       |                          |                        |                         |                       |                       |   |
| g. Communication skills (in English), oral and written   |                       |                          |                        |                         |                       |                       |   |
| h. Effectiveness with other individuals                  |                       |                          |                        |                         |                       |                       |   |
| i. Potential for future growth in chosen field           |                       |                          |                        |                         |                       |                       |   |

This section to be completed by applicant prior to sending to reference respondents:

The Family Education Rights and Privacy Act of 1974 and its amendments guarantee students access to their educational records. Students may, however, waive their right of access to recommendations. The choice of the applicant regarding this recommendation is to be indicated below. Failure to sign will constitute acceptance of limited access.

- I do waive my right to inspect the contents of the following recommendation.  
 I do not waive my right to inspect the contents of the following recommendation.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**CONTINUED ON BACK**

# APPLICATION FOR ADMISSION

## CONFIDENTIAL LETTER OF RECOMMENDATION, CONTINUED

Please indicate your overall endorsement of the applicant

Recommend highly

Recommend

Recommend with reservation

Please comment on any specific talents the applicant has demonstrated in human services work and other pertinent types of work.

What is your estimate of the applicant's promise as a graduate student? Include views on such matters as previous scholarly accomplishments, intellectual independence, capacity for analytical thinking, ability to organize and express ideas clearly and creatively, drive, motivation, scholarly and professional potential.

Name \_\_\_\_\_

Position/Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return this form and accompanying letter, if any, to the applicant in an envelope. Be certain to seal and sign the envelope.